

TOWN OF ELMA PLANNING BOARD
1600 Bowen Road, Elma, New York 14059
Phone: 716-652-3260

MINUTES OF REGULAR MEETING ~October 15, 2024

The Regular Meeting of the Town of Elma Planning Board, hereinafter referred to as the EPB, was held on Tuesday, October 15, 2024, at 7:00 PM in the Elma Town Hall at 1600 Bowen Road, Elma, NY

PRESENT:

*Chairman Michael Cirocco
Member Michael Cleary
Member James Millard
Member Charles Putzbach
Member Robert Waver*

ABSENT:

*Member Gregory Merkle
Alternate James Lembke*

TOWN REPRESENTATIVES PRESENT:

*Phyllis Todoro - Town Attorney
James Wyzykiewicz – Town Engineer
Raymond Balcerzak -Asst Building Inspector*

I. Approval of Regular Meeting Minutes from September 17, 2024

motioned to approve the Minutes of the EPB Regular Meeting held on September 17, 2024. 2nd motion. Motion approved.

II. Site Plan Review for a 50' x 120' pole building with attached 840 sq ft office @ 6031 Seneca St Applicant Philip Hill

Mr. Philip Hill and Mrs. Nicole Hill presented their plan to build a pole barn on the site to be used as storage of trucks and equipment used for their business. Mr. Hill is a welder and has several vehicles he plans to store there. There is no office space in the building, it is all storage. They are not putting in any water or septic at this time. Mr. Hill will be doing the build. The applicant has a preliminary business use permit and is working with the town board on the formation of a drainage district. The applicant shared some samples of the colors. The EPB discussed requiring some sort of brick or stone in the front of the building. Mrs. Hill said she plans to do the landscaping in front of the building. Mr. Millard asked if she could provide a landscaping plan. Mr. Millard asked the applicant about the survey and the size of the property. The applicant stated there are 2 parcels of property and the driveway is in the middle of the 2 properties. Mr. Millard asked about the parking area and the size of the parking spaces. Mr. Hill said the parking spaces are the size that Mr. Balcerzak told him they needed to be, they will not be striped, and that the parking area will be millings.

The checklist:

Zoning: area is zoned commercial

Site & Building Details: Building will be grey with black roof and trim. EPB prefers some type of stone in the front.

Lighting: No lighting on the building

Parking: Already have curb cut and have letter from Erie County Highway Department. Not striping parking spaces, need to be 9' x 20'

II. Site Plan Review for a 50' x 120' pole building with attached 840 sq ft office @ 6031 Seneca St (Continued) Applicant Philip Hill

Drainage: No wetlands. Town engineer approved plan

Signage: no signage on the plan

Landscaping: Applicant planting in the front. Need a landscaping plan

Water Service & Septic System: No water and no septic, will need to come back in front of the EPB if add

Fire Department: applicant said he has letter from Fire department, Fire hydrant is marked on the plan

A motion was made by Charles Putzbach and Seconded by Michael Cleary to give preliminary site plan approval Yes-5- No-0 Motion Carried

The EPB reviewed the short form SEQR. Michael Cleary made a motion to check box #2 on the SEQR, and the motion was seconded by Robert Waver. Yes-5 No-0 Motion Carried

A motion was made by Robert Waver and Seconded by James Millard to give final site plan contingent on applicant agreeing to put stone or brick on the front of the building and submission of a landscaping plan to the Elma Building Department Yes-5- No-0 Motion Carried

III. Other Business

Mr. Todd Huber handed out a site plan and described plans to add additional lighting to the parking lot of "The Merri Mart" Building. There are currently 2 lighting posts with down lite lights, but he would like to add a third one where there is a dark spot in the parking lot behind the building.

Michael Cirocco motioned to approve the proposed changes to the site plan. Charles Putzbach seconded the motion. Yes-5 No-0 Motion Carried

IV. Adjourn Motion to adjourn at 7:30 pm by unanimous consent.

Respectfully submitted,



Barbara Blair- Elma Planning Board Secretary